

Town Meeting Coordinating Committee
Meeting of Tuesday, September 15, 2011
Town Hall, Diana Romer Room

Present: Nonny Burack, Peggy Roberts, Adrienne Terrizzi, Mary Streeter, Aaron Hayden, Patricia Holland
Absent: Carol Gray, Harry Brooks. Also Attending: Aaron Hayden, Select Board Liaison.

Peggy called the meeting to order at 1:15 pm.

Adrienne asked Aaron if the microphones for Town Meeting can be removed for speaking. Answer: Yes.

1. Calendar Subcommittee Update:

Mary reported that in the town mailing of the Master Calendar some TM members received copies in black and white rather than color. Adrienne would have preferred brighter colors. Mary said she will post the calendar online including clickable heading. She also noted the CDBG dates are not there yet. Pat noted the calendar was included in an envelope with the town's financial report and wished the envelop had noted the presence of the calendar. Adrienne recommended getting the new info on the listserv, and said she was pleased there is a web version.

2. Process for TMCC Election in Spring 2012:

The committee discussed the change proposed by Town Clerk Sandra Burgess to have the TMCC election be by mail. We agreed that Peggy will write to Sandra asking her 1) to lay out the costs of a mail-in ballot vs. voting at Town Meeting, 2) to see if volunteers or low-paid election workers could supervise the election at TM, 3) if the election booth could be placed next to the sign-in table, 4) whether the election could take place over more than one evening. We also saw the need for more frequent reminders about the election from the moderator and more publicity of the candidates' statements.

3. Web Page Setup: Mary reports there has been little progress. She is working with Kris Pacunas using his computer to update the listserv. Event information appears in the Town Meeting Members listserv and also on the Town Meeting page.

4. Preparing for Fall Town Meeting, starting November 7, 2011:

Microphones: Adrienne said we need two additional audience microphones. She will follow up. Aaron explained that the sound quality will be improved by turning off three of the five loudspeakers. A new mike-handler is needed: we decided that for the upcoming meeting we will ask the moderator to call for volunteers. For future meetings Aaron agreed to explore having student volunteers.

Warrant Review: The list of articles received so far for the warrant was handed out. He feels strongly we must use precinct meetings to educate people on form-based zoning and is urging Planning Board members to go to the meetings. Peggy said the Planning Board must have its own public meeting on form-based zoning.

Packet Information: Carol is working on this.

Precinct Meetings: Mary had a draft list of meeting leaders.

5. Unanticipated Topics:

Town Meeting Mailing: Adrienne suggested putting a message on the TM listserv, saying members recently received a letter containing the 4th quarter town budget report and the Master Calendar of all meetings of committees working on budget and zoning proposals.

TMCC Report of Spring 2011 Town Meeting: We reviewed and amended Adrienne's draft of the TMCC Summary Report of Spring 2010 listing issues discussed in meetings following Annual Town Meeting. This is to sent to the Select Board, Town Manager, Town Clerk, and Town Meeting Moderator

6. Minutes of August 18 and 29: Review postponed.

7. Adjournment: The meeting was adjourned at 3:10 pm.

Respectfully submitted,
Patricia Holland, Secretary
Approved October 6, 2011

Documents provided:

1. agenda
2. draft minutes of 8/18 meeting
3. draft minutes of 8/29 meeting
4. draft of TMCC Summary Report, Spring 2010 Town Meeting
5. list of articles for the TM warrant